

AGENCY ARCHIVES & RECORDS CENTER
VOLUME ON HAND--CUBIC FEET

	RECORDS CENTER INACTIVE RECORDS	VITAL RECORDS	SUPPLEMENTAL DISTRIBUTION	TOTAL HOLDINGS
DCI	6,254	2	96	6,352
DDA	28,929	7018	309	36,256
DDI	18,492	2,776	2,855	24,123
DDO	23,108	409	294	23,811
DDS&T	26,228	26	342	26,596
GRAND TOTAL	103,011	10,231	3,896	117,138

ABOVE FIGURES OBTAINED FROM RECORDS CENTER
28 JUNE 1988 from

ANNUAL REPORT OF RECORDS HOLDINGS
FOR 1987
OFFICE AREA AND AARC
(Figures Represent Cubic Feet of Records)

DIRECTORATE	RECORDS HOLDINGS IN OFFICE AREA			RECORDS HOLDINGS AT AARC			TOTAL RECORDS HOLDINGS		
	1987	1986	Diff.	1987	1986	Diff.	1987	1986	Diff.
DCI Area	13,238	12,389	+849	6,352	4,836	+1,516	19,590	17,225	+2,365
DI	86,020	79,982	+6,038	24,123	22,845	+1,278	110,143	102,827	+7,316
DS&T	84,550	87,278	-2,728	26,596	25,877	+719	111,146	113,155	-2,009
DA	81,147	72,811	+8,336	36,256	36,871	-615	117,403	109,682	+7,721
DO	26,339	26,319	+20	23,811	25,393	-1,582	50,150	51,712	-1,562
1987 Total	291,294			117,138			408,432		
1986 Total		278,779			115,822			394,601	
Difference			+12,515			+1,316			+13,831

ANNUAL REPORT OF RECORDS HOLDINGS
FOR 1987
(Figures Represent Cubic Feet of Records)

DIRECTORATE	TOTAL			I.			II.			III.			IV.		
	RECORDS HOLDINGS			OFFICE FILES			CARD-SIZE FILES			MAGNETIC RECORDS			FILM RECORDS		
	1987	1986	Diff.	1987	1986	Diff.	1987	1986	Diff.	1987	1986	Diff.	1987	1986	Diff.
DCI Area	13,238	12,389	+849	12,580	11,862	+718	77	77	0	573	442	+131	8	8	0
DI	86,020	79,982	+6,038	80,535	75,146	+5,389	2,718	2,591	+127	2,467	1,977	+490	300	268	+32
DS&T	84,550	87,278	-2,728	74,372	74,157	+215	425	1,926	-1,501	9,602	7,541	+2,061	151	3,654	+3,503
DA	81,147	72,811	+8,336	67,743	58,098	+9,645	282	232	+50	12,996	14,256	-1,260	126	225	-99
DO	26,339	26,319	+20	24,170	24,659	-489	440	457	-17	1,603	1,087	+516	126	116	+10
1987 Total	291,294			259,400			3,942			27,241			711		
1986 Total		278,779			243,922			5,283			25,303			4,271	
Difference			+12,515			+15,478			-1,341			+1,938			-3,560

TO: OIT/CSG/IMD	FROM: (Directorate and Office)
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CIA		ANNUAL LINEAR FOOTAGE		
		PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
I. OFFICE FILES:				
a.	Case, Subject, Chronos, Etc.	120,675	134,286.2	+ 13,611.2
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	97,878	104,048.2	+ 6,170.2
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.	20,759	16,989.2	- 3,769.8
d.	Other (Describe)	4,610	4,076	- 534
TOTAL LINEAR FEET OF OFFICE FILES		243,922	259,399.6	+ 15,477.6
II. CARD-SIZE FILES:				
a.	3x5 Cards	6,281	4,697.5	- 1,583.5
b.	5x8 Cards	15,413	14,327.2	- 1,085.8
c.	Punch Cards	232	154.5	- 77.5
d.	Abstracts	190	242.3	+ 52.3
e.	Aperture Cards	2,346	2,150.2	- 195.8
f.	Microfiche	3,308	3,842.7	+ 534.7
g.	Other (Describe)	5,821	1,540	- 4,281
TOTAL LINEAR FEET—CARD-SIZE FILES		33,591	26,954.4	- 6,636.6
QUANTITY OF EACH				
		PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
III. MAGNETIC RECORDS:				
a.	Computer Tapes	119,660	118,549	- 1,111
b.	Audio Tapes	20,400	30,211	+ 9,811
c.	Video Tapes	23,345	33,200	+ 9,855
d.	Disc Packs	3,866	5,485	+ 1,619
e.	Word Processing Magnetic Tapes	5,240	5,056	- 184
f.	Word Processing Magnetic Cards	9,144	4,539	- 4,605
g.	Magnetic Diskettes 5 1/4"	25,385	50,722	+ 25,337
h.	Magnetic Diskettes 8"	36,738	42,597	+ 5,859
i.	Paper Tapes	1,068	15,828	+ 14,760
j.	Other (Describe)	37,326	47,795	+ 10,469
IV. FILM RECORDS:				
a.	Microfilm—16mm Reels	21,916	19,072	- 2,844
b.	Microfilm—35mm Reels	8,189	14,268	+ 6,079
c.	Microfilm Cassettes	5,037	14,238	+ 9,201
d.	Movie Film	1,149	313	- 836
e.	Other (Describe)	22,824	2,800,535	+2,777,711
Comments:				
Signature of Component RMO:		Date:		

FORM 9-83 3581 OBSOLETE PREVIOUS EDITIONS

White copy

Yellow copy - Directorate/RMO

Pink copy - Component/RMO

CIA

DIRECTORATE ~~SECRET~~

COMPONENT	Case Files	Reference	Odd Size	Other	3x5 cards	5x8 cards	Punch Cards	Abstracts	Aperture	Microfiche	Other
DCI	6999	5166.8	384.6	30	129.2	256.6			3.6	121.5	25
DDI	25590.3	43167.3	10890.5	886.8	1770.1	12232.6	11	1.5	1954.5	1039.4	485.7
DDO	24119.8	—	50.5		1701.7	672.6		104.8		855.0	
DDS4T	32309.2	34.625.1	4390.7	3045.6	374.2	618	46	125.8	192.1	1369.1	147.7
DDA	45267.9	21089	1272.9	113.6	722.3	547.4	97.5	10.2	—	457.7	881.6
	134,286.2	104048.2	16,989.2	4076	4697.5	14327.2	154.5	242.3	2150.2	3842.7	1540
			259399.6					26,954.4			

CIA

2,800,535

TO: OIT/CSG/IMD	FROM: (Directorate and Office) DCI		
ANNUAL LINEAR FOOTAGE			
	PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE

I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	6,454	6,999	+	545
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	5,047	5,166.8	+	119.8
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.	338	384.6	+	46.6
d.	Other (Describe)	23	30	+	7
TOTAL LINEAR FEET OF OFFICE FILES		11,862	12,580.4	+	718.4

II. CARD-SIZE FILES:

a.	3x5 Cards	133	129.2	-	3.8
b.	5x8 Cards	252	256.6	+	4.6
c.	Punch Cards				
d.	Abstracts				
e.	Aperture Cards		3.6	+	3.6
f.	Microfiche	111	121.5	+	10.5
g.	Other (Describe)	26	25	-	1
TOTAL LINEAR FEET—CARD-SIZE FILES		522	535.9	+	13.9

QUANTITY OF EACH

	PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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III. MAGNETIC RECORDS:

a.	Computer Tapes	835	1,146	+	311
b.	Audio Tapes	545	662	+	117
c.	Video Tapes	438	642	+	204
d.	Disc Packs	85	164	+	79
e.	Word Processing Magnetic Tapes	147	154	+	7
f.	Word Processing Magnetic Cards	1,080	1,095	+	15
g.	Magnetic Diskettes 5 1/4"	497	1,326	+	829
h.	Magnetic Diskettes 8"	1,949	3,522	+	1,573
i.	Paper Tapes	1	0	-	1
j.	Other (Describe)		247	+	247

IV. FILM RECORDS:

a.	Microfilm—16mm Reels	688	588	-	100
b.	Microfilm—35mm Reels				
c.	Microfilm Cassettes				
d.	Movie Film	28	28		0
e.	Other (Describe)	7	7		0

Comments:

Signature of Component RMO:

Date:

Central Intelligence Agency
Washington, D.C. 20505

12 May 1988

Executive Secretariat

STAT

[Redacted]

Attached are the Annual Records
Inventory Forms for the DCI Area.

STAT

[Redacted] will submit their form
directly to you with a copy to

STAT

[Redacted]

STAT

[Redacted]

DCI/IMO /

DIRECTORATE

DCI

1987

COMPONENT	Case Files	Reference	Odd Size	Other	3x5 cards	5x8 cards	Punch Cards	Abstracts	Aperture	Microfiche	Other
OCA	356	153									
OGC	655	3280			58					65	~~25~~
HIST	196.2	113.5				190					
IG	222	37			44	1					
COMPAT	274.8					44.6					
PA	635	235	281			17					
DIR	348	48	3	25	14	3				18	~~25~~
ICS	2354	697	39		1					30	25
Audit	275	93									
NIC	779	225				1					

STAT

TOTALS	6999	5166.8	384.6	30	129.2	256.6			3.6	121.5	25
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12,580.4

535.9

DIRECTORATE

DCI

COMPONENT	Comp Tape	Audio Tape	Video Tape	Disc Pack	WP Mag Tapes	WP Mag Cards	Mag. Disk 5-1/4"	Mag Disk 8"	Paper Tapes	Other	Microfilm		Microfilm Cassettes	Movie Film	Other
OCB				20							16mm	35mm			
OGC				24	72	1080		961							
HIST		110					88	80							
IG							81	126							
COMPT.															
PA		416	140				33								
DIR				6				48			588				
ICS		129	295				50	1091					28	7	
ADIT				4			130	125							
NIC			13			15	190	499		53					

STAT

TOTAL:	1146	662	642	164	154	1095	1326	3522	—	249	588	—	28	7	
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ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 87

TO: OIT OIS/IRMD XXX	FROM: (Directorate and Office) DCI/OCA
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	ANNUAL LINEAR FOOTAGE		
	PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE

I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	363	356	-7
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	148	153	+5
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.			
d.	Other (Describe)			
TOTAL LINEAR FEET OF OFFICE FILES		511	509	-2

II. CARD-SIZE FILES:

a.	3x5 Cards	9	0	
b.	5x8 Cards			
c.	Punch Cards			
d.	Abstracts			
e.	Aperture Cards			
f.	Microfiche			
g.	Other (Describe)			
TOTAL LINEAR FEET—CARD-SIZE FILES		9	0 *	

	QUANTITY OF EACH		
	PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE

III. MAGNETIC RECORDS:

a.	Computer Tapes			
b.	Audio Tapes			
c.	Video Tapes			
d.	Disc Packs		20 **	
e.	Word Processing Magnetic Tapes			
f.	Word Processing Magnetic Cards			
g.	Magnetic Diskettes 5 1/4"			
h.	Magnetic Diskettes 8"			
i.	Paper Tapes			
j.	Other (Describe)			

IV. FILM RECORDS:

a.	Microfilm—16mm Reels			
b.	Microfilm—35mm Reels			
c.	Microfilm Cassettes			
d.	Movie Film			
e.	Other (Describe)			

Comments: * Abstract {Form 238} storage for file no longer use in OCA.
 ** Did not report on Holdings 1986 because they are not physically located in OCA but kept in 7C36 {CPU room} for storage.

STAT Sig 	Date: 12 May 88
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FORM 9-85

OIT
 White copy - OIS/IRMD Yellow copy - Directorate/RMO Pink copy - Component/RMO

ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 87**TO:** OIT
~~XXS~~/IRMD**FROM:** (Directorate and Office)
DCI/OGC**ANNUAL LINEAR FOOTAGE**

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	619	655	+ 36
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	3286	3280	- 6
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.			
d.	Other (Describe)			
TOTAL LINEAR FEET OF OFFICE FILES		3905	3935	+ 30

II. CARD-SIZE FILES:

a.	3x5 Cards	58	58	--
b.	5x8 Cards			
c.	Punch Cards			
d.	Abstracts			
e.	Aperture Cards			
f.	Microfiche	51	65	+ 14
g.	Other (Describe)			
TOTAL LINEAR FEET—CARD-SIZE FILES		109	123	+ 14

QUANTITY OF EACH

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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III. MAGNETIC RECORDS:

a.	Computer Tapes			
b.	Audio Tapes			
c.	Video Tapes			
d.	Disc Packs	8	24	+ 16
e.	Word Processing Magnetic Tapes	72	72	--
f.	Word Processing Magnetic Cards	1080	1080	--
g.	Magnetic Diskettes 5 1/4"			
h.	Magnetic Diskettes 8"	620	961	+ 341
i.	Paper Tapes			
j.	Other (Describe)			

IV. FILM RECORDS:

a.	Microfilm—16mm Reels			
b.	Microfilm—35mm Reels			
c.	Microfilm Cassettes			
d.	Movie Film			
e.	Other (Describe)			

Comments:

The increase in III d. & h. is due to the Iran Contra restriction not destroyed this type of media.

The documents that have been assemble by OGC/ITF on the 2nd floor of headquarters is not included in this count at this time. Also not included is a Litigation case that is

Date:

11 May 88

ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 87**TO:** OIT
~~OIS~~/IRMD**FROM:** (Directorate and Office)
DCI/HISTORY STAFF**ANNUAL LINEAR FOOTAGE**

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	164	196.2	32.2
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	77	113.5	36.5
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.			
d.	Other (Describe)			
TOTAL LINEAR FEET OF OFFICE FILES		241	309.7	68.7

II. CARD-SIZE FILES:

a.	3x5 Cards			
b.	5x8 Cards	190	190	0
c.	Punch Cards			
d.	Abstracts			
e.	Aperture Cards			
f.	Microfiche			
g.	Other (Describe)			
TOTAL LINEAR FEET—CARD-SIZE FILES		190	190	0

QUANTITY OF EACH

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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III. MAGNETIC RECORDS:

a.	Computer Tapes			
b.	Audio Tapes	89	110	21
c.	Video Tapes			
d.	Disc Packs			
e.	Word Processing Magnetic Tapes			
f.	Word Processing Magnetic Cards			
g.	Magnetic Diskettes 5¼"	67	88	21
h.	Magnetic Diskettes 8"	55	80	25
i.	Paper Tapes			
j.	Other (Describe)			

IV. FILM RECORDS:

a.	Microfilm—16mm Reels			
b.	Microfilm—35mm Reels			
c.	Microfilm Cassettes			
d.	Movie Film			
e.	Other (Describe)			

Comments:

Date:

25 April 1988

ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 87**TO:** OIT
~~XOIS~~/IRMD**FROM:** (Directorate and Office)
DCI/IG

		ANNUAL LINEAR FOOTAGE		
		PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE

I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	138	222	+84
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	56	37	-19
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.		0	
d.	Other (Describe)			
TOTAL LINEAR FEET OF OFFICE FILES		194	259	+65

II. CARD-SIZE FILES:

a.	3x5 Cards	42	44	+2
b.	5x8 Cards	1	1	0
c.	Punch Cards			
d.	Abstracts			
e.	Aperture Cards			
f.	Microfiche			
g.	Other (Describe)			
TOTAL LINEAR FEET—CARD-SIZE FILES		43	45	+2

		QUANTITY OF EACH		
		PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE

III. MAGNETIC RECORDS:

a.	Computer Tapes			
b.	Audio Tapes			
c.	Video Tapes			
d.	Disc Packs			
e.	Word Processing Magnetic Tapes			
f.	Word Processing Magnetic Cards			
g.	Magnetic Diskettes 5¼"	97	81	-16
h.	Magnetic Diskettes 8"	34	126	+92
i.	Paper Tapes			
j.	Other (Describe)			

IV. FILM RECORDS:

a.	Microfilm—16mm Reels			
b.	Microfilm—35mm Reels			
c.	Microfilm Cassettes			
d.	Movie Film			
e.	Other (Describe)			

Comments:

With the addition of more Wang Personal Computers, this office has become more automated, hence we have more magnetic diskettes.

Signature of Component RMO:

Date:

27 April 1988

ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 87**TO:** OIT
~~OIS~~/IRMD**FROM:** (Directorate and Office)
DCI/COMPTROLLER**ANNUAL LINEAR FOOTAGE**

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	265.7	274.8	9.1
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.			
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.			
d.	Other (Describe)			

TOTAL LINEAR FEET OF OFFICE FILES

265.7	274.8	9.1
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II. CARD-SIZE FILES:

a.	3x5 Cards			
b.	5x8 Cards	42.6	44.6	2.0
c.	Punch Cards			
d.	Abstracts			
e.	Aperture Cards			
f.	Microfiche			
g.	Other (Describe)			

TOTAL LINEAR FEET—CARD-SIZE FILES

42.6	44.6	2.0
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QUANTITY OF EACH

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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III. MAGNETIC RECORDS:

a.	Computer Tapes			
b.	Audio Tapes			
c.	Video Tapes			
d.	Disc Packs			
e.	Word Processing Magnetic Tapes			
f.	Word Processing Magnetic Cards			
g.	Magnetic Diskettes 5¼"			
h.	Magnetic Diskettes 8"			
i.	Paper Tapes			
j.	Other (Describe)			

IV. FILM RECORDS:

a.	Microfilm—16mm Reels	100	00	- 100
b.	Microfilm—35mm Reels			
c.	Microfilm Cassettes			
d.	Movie Film			
e.	Other (Describe)			

Comments:*Microfilm (Destroyed)***Date:***26 April 1988*

ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 87**TO:**
OIS/IRMD**FROM:** (Directorate and Office)
DCI/Public Affairs Office

		ANNUAL LINEAR FOOTAGE		
		PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE

I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	581	635	54
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	221	235	14
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.	225	281	56
d.	Other (Describe)			

TOTAL LINEAR FEET OF OFFICE FILES

1027	1151	124
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II. CARD-SIZE FILES:

a.	3x5 Cards			
b.	5x8 Cards	15	17	2
c.	Punch Cards			
d.	Abstracts			
e.	Aperture Cards			
f.	Microfiche			
g.	Other (Describe)			

TOTAL LINEAR FEET—CARD-SIZE FILES

15	17	2
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		QUANTITY OF EACH		
		PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE

III. MAGNETIC RECORDS:

a.	Computer Tapes			
b.	Audio Tapes	327	416	89
c.	Video Tapes	126	140	14
d.	Disc Packs			
e.	Word Processing Magnetic Tapes			
f.	Word Processing Magnetic Cards			
g.	Magnetic Diskettes 5¼"	6	33	27
h.	Magnetic Diskettes 8"			
i.	Paper Tapes			
j.	Other (Describe)			

IV. FILM RECORDS:

a.	Microfilm—16mm Reels			
b.	Microfilm—35mm Reels			
c.	Microfilm Cassettes			
d.	Movie Film			
e.	Other (Describe)			

Comments:

Date:

9 May 1988

ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 87**TO:** OIT
~~XXX~~ OIS/IRMD**FROM:** (Directorate and Office)
DCI/IMO (DCI, DDCI, EXDIR, EXECUTIVE
SECRETARY, AO/DCI & SOME PROTOCOL MATERIAL.)**ANNUAL LINEAR FOOTAGE**

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	431	348	-83
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	57	48	- 9
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.	5	3	- 2
d.	Other (Describe) GIFTS AND MEDALS (PROTOCOL)	20	25	+ 5
TOTAL LINEAR FEET OF OFFICE FILES		518	416	-89

II. CARD-SIZE FILES:

a.	3x5 Cards	14	14	0
b.	5x8 Cards	2	3	+ 1
c.	Punch Cards			
d.	Abstracts			
e.	Aperture Cards			
f.	Microfiche	18	18	0
g.	Other (Describe)			
TOTAL LINEAR FEET—CARD-SIZE FILES		34	35	+1

QUANTITY OF EACH

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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III. MAGNETIC RECORDS:

a.	Computer Tapes			
b.	Audio Tapes			
c.	Video Tapes			
d.	Disc Packs	2	6	+4
e.	Word Processing Magnetic Tapes			
f.	Word Processing Magnetic Cards			
g.	Magnetic Diskettes 5¼"			
h.	Magnetic Diskettes 8"	20	48	+28
i.	Paper Tapes			
j.	Other (Describe)			

IV. FILM RECORDS:

a.	Microfilm—16mm Reels	588	588	0
b.	Microfilm—35mm Reels			
c.	Microfilm Cassettes			
d.	Movie Film			
e.	Other (Describe)			

Comments:**Date:**

28 April 1988

FORM 9-85 **3581** OBSOLETE PREVIOUS EDITIONSOIT
White copy ~~XXX~~ OIS/IRMD

Yellow copy - Directorate/RMO

Pink copy - Component/RMO

ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 ⁸⁷**TO:** OIT
~~OS~~/IRMD**FROM:** (Directorate and Office)
DCI/ICS**ANNUAL LINEAR FOOTAGE**

PREVIOUS YEAR | CURRENT YEAR | DIFFERENCE

I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	1978	2354	+376
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	548	697	+149
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.	51	39	- 12
d.	Other (Describe)			

TOTAL LINEAR FEET OF OFFICE FILES

2577 | 3090

II. CARD-SIZE FILES:

a.	3x5 Cards		1	+ 1
b.	5x8 Cards	1	.5" —	- .7"
c.	Punch Cards			
d.	Abstracts			
e.	Aperture Cards			
f.	Microfiche	30	30	0
g.	Other (Describe) COURIER RECEIPTS	26	25	- 1

TOTAL LINEAR FEET—CARD-SIZE FILES

57 | 56.5

QUANTITY OF EACH

PREVIOUS YEAR | CURRENT YEAR | DIFFERENCE

III. MAGNETIC RECORDS:

a.	Computer Tapes			
b.	Audio Tapes	129	129	0
c.	Video Tapes	295	295	0
d.	Disc Packs	9		
e.	Word Processing Magnetic Tapes			
f.	Word Processing Magnetic Cards			
g.	Magnetic Diskettes 5 1/4"		50	+ 50
h.	Magnetic Diskettes 8"	56	1091	+1035
i.	Paper Tapes			
j.	Other (Describe)			

IV. FILM RECORDS:

a.	Microfilm—16mm Reels			
b.	Microfilm—35mm Reels			
c.	Microfilm Cassettes	28	28	0
d.	Movie Film	7	7	0
e.	Other (Describe)			

Comments:

Date:

06 May 1988

FORM 9-85 **3581** OBSOLETE PREVIOUS EDITIONS

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ANNUAL REPORT OF RECORDS HOLDINGS FOR 19⁸⁷**TO:** OIT
~~XIS~~/IRMD**FROM:** (Directorate and Office)
DCI/IG/AUDIT**ANNUAL LINEAR FOOTAGE**

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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I. OFFICE FILES:

a.	Case, Subject, Chronos, Etc.	240	275	35
b.	Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	80	93	13
c.	Odd-Size Material: Maps, Charts, Photographs, Etc.		0	
d.	Other (Describe)		0	
TOTAL LINEAR FEET OF OFFICE FILES		320	368	

II. CARD-SIZE FILES:

a.	3x5 Cards		0	
b.	5x8 Cards		0	
c.	Punch Cards		0	
d.	Abstracts		0	
e.	Aperture Cards		0	
f.	Microfiche		0	
g.	Other (Describe)		0	
TOTAL LINEAR FEET—CARD-SIZE FILES				

QUANTITY OF EACH

PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
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III. MAGNETIC RECORDS:

a.	Computer Tapes		0	
b.	Audio Tapes		0	
c.	Video Tapes		0	
d.	Disc Packs	4	4	0
e.	Word Processing Magnetic Tapes		0	
f.	Word Processing Magnetic Cards		0	
g.	Magnetic Diskettes 5¼"	125	130	5
h.	Magnetic Diskettes 8"	150	125	25
i.	Paper Tapes		0	
j.	Other (Describe)		0	

IV. FILM RECORDS:

a.	Microfilm—16mm Reels		0	
b.	Microfilm—35mm Reels		0	
c.	Microfilm Cassettes		0	
d.	Movie Film		0	
e.	Other (Describe)		0	

Comments:

Date:

22 Apr 88

STAT

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ANNUAL REPORT OF RECORDS HOLDINGS FOR 19 87

TO: OIT
~~XX~~/IRMD

FROM: (Directorate and Office)
 DCI/NIC

ANNUAL LINEAR FOOTAGE	
PREVIOUS YEAR	CURRENT YEAR

I. OFFICE FILES:

	PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
a. Case, Subject, Chronos, Etc.	765	779	+ 14
b. Reference Material: Regulations, Manuals, Library books, Magazines, Catalogs, Etc.	264	225	- 39
c. Odd-Size Material: Maps, Charts, Photographs, Etc.			
d. Other (Describe)			

TOTAL LINEAR FEET OF OFFICE FILES

1029	1004	- 25
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II. CARD-SIZE FILES:

	PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
a. 3x5 Cards			
b. 5x8 Cards		1	+ 1
c. Punch Cards			
d. Abstracts			
e. Aperture Cards			
f. Microfiche			
g. Other (Describe)			XXXXXXXX

TOTAL LINEAR FEET—CARD-SIZE FILES

1	+ 1
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QUANTITY OF EACH	
PREVIOUS YEAR	CURRENT YEAR

III. MAGNETIC RECORDS:

	PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
a. Computer Tapes			
b. Audio Tapes			
c. Video Tapes		13	+ 13
d. Disc Packs			
e. Word Processing Magnetic Tapes			
f. Word Processing Magnetic Cards		15	+ 15
g. Magnetic Diskettes 5¼"	18	190	+ 172
h. Magnetic Diskettes 8"	399	499	+ 100
i. Paper Tapes			
j. Other (Describe) Magnetic Diskettes 3"		53	+ 53

IV. FILM RECORDS:

	PREVIOUS YEAR	CURRENT YEAR	DIFFERENCE
a. Microfilm—16mm Reels			
b. Microfilm—35mm Reels			
c. Microfilm Cassettes			
d. Movie Film			
e. Other (Describe)			

Comments:

Signature of Component RMO:

Date:

18 April 1988

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